



SOUTH DAKOTA 9-1-1 COORDINATION BOARD

MEETING MINUTES FOR JANUARY 2, 2014

VIA TELECONFERENCE

Board members present: Carmon, Falken, Haines, Harding, Jaeger, McPeck, Price, Rufledt, Sawvell, Serr, Turbak, Krause (Ex-Officio Board Member)

Staff Present: Shawnie Rechtenbaugh (State 9-1-1 Coordinator), Jenna Howell (DPS)

Others present: Sara Weston (LR Kimball), RD Porter (LR Kimball), Scott Strom (LR Kimball), Greg Brooks (Intrado), Dean Putmun (SDN), Karalyn Flores (Emergency Call Works), Sheriff Fred Lamphere (Butte County)

I. Call to Order and Roll Call

The teleconference meeting was called to order at 10:02am CDT by Rufledt. Roll call was taken and a quorum was present.

II. Approval of Agenda

Motion to approve the meeting agenda.

Moved by: Carmon Seconded by: Harding

Discussion: None

Motion carried unanimously.

III. Approval of Meeting Minutes

Made change to add "temporarily" to the motion related to the Coordination Fund grant program.

Motion to approve December 12, 2013 meeting minutes as amended.

Moved by: Falken Seconded by: Serr

Discussion: None

Motion carried unanimously.

IV. Review of Draft RFPs

The final drafts of the RFPs were provided to the board after the last meeting in December for final review. A few minor edits were made by the board to finalize any remaining questions.

Motion to move the GIS RFP and the NG911 Network RFP over to the Office of Procurement for finalization and publication.

Moved by: Jaeger Seconded by: Falken

Discussion: None.

Roll call vote: 9 yea's, 0 nay's, 2 abstained (Carmon, Sawvell). Motion carried unanimously.

V. Butte County Grant Request

A grant request for \$50,000 was submitted for review and consideration by the board. At the previous board meeting, members discussed the intent of the grant program and whether it was intended to be used to help PSAPs come into initial compliance with the Administrative Rules or if equipment replacement or upgrades should also be allowed. Review of past meeting minutes and past drafts of the Grant Program documents

did not reveal when and if the verbiage “or maintenance” was added or any discussion about the initial intent of the grant program.

Rufledt did a conference call with Butte County PSAP staff to clarify the specifics of their grant request. Interface discussion. Up and running on new equipment. The issue they were having was related to their headsets. Their prior 911 call answering and radio console systems allowed them to use a single headset to hear audio from both systems and transmit/talk on both systems. They had to replace their 911 call answering system which was out of date and would no longer be supported. They were unable to get a single headset to work with the new 911 system and their existing radio console system. They had to procure a new radio console system and then their recording system. They have just recently installed all their new equipment and have it all working with a single headset.

Board members raised questions, asking if the costs they requested fall within the grant guidelines. Several board members spoke to their recollection of the intent of the grant program when it was originally created and the feeling it was intended to encourage PSAPs to make upgrades/changes in order to obtain compliance with administrative rules. Some board members said It was not intended to fund equipment replacements.

With this in mind a board member stated they did not feel it met the grant guidelines. Another board member asked if this equipment purchase would have been within the grant guidelines if it was the first time they were purchasing it to come into compliance and it was thought it would have.

Sheriff Lamphere shared their total cost to date has been \$173,000. Butte County was not going to be compatible with any NG911 equipment with their current equipment which was running at 8-9 years old. The upgrade was necessary to be running NG911 compatible equipment.

Another board member, stated regardless of the original intent of the grant, we should stand behind what the grant guidance says. Therefore we should honor the request since it fits under “maintaining” their compliance with administrative rule.

Motion to approve the grant for Butte County.

Motion: Carmon Seconded by: Price

Discussion: Jaeger asked if the county commission worked with Sheriff Lamphere on the cost of the upgrade. Lamphere said he did work with them to secure the funding for the project. It is complete and if the grant is approved it would be a reimbursement to Butte County. Falken stated he supported the motion, but he did believe the original intent of the grant program was to get PSAPs to come into compliance. Harding suggested we consider a compromise and approve the funding in the amount of \$25,000. The motion makers were not interested in changing the motion on the floor. Serr agreed with the motion.

Roll call vote: 8 yea’s (Carmon, Falken, Jaeger, McPeck, Price, Rufledt, Sawvell, Serr), 3 nay’s (Haines, Harding, Turbak). Motion carried 8 to 3.

Board member Haines left the meeting for another commitment.

VI. Draft Letter to Tribal Leaders

A draft letter to tribal leaders explaining the board’s Next Generation 911 project was reviewed by the board. The letter will be sent to the tribal leader of the nine tribes in South Dakota inviting them to participate in the statewide 911 modernization project. Rechtenbaugh will mail the letter in the next few days. Carmon suggested the “wills” in paragraph 5 be changed to can. Jaeger suggested “will have the opportunity.” Harding stated the purpose of the letter is to just invite tribal participation so felt the wordsmithing at this

time is not needed. Serr stated he understood Carmon's concern that no PSAP "has to" come on board, but instead we hope they will see many benefits to joining the project and will want to come on board. He too did not feel it was necessary to change the wording at this time as it has already been reviewed by Secretary Jones and Governor's Office.

Motion to approve the letter to the tribal leadership as drafted and for chair Rufledt to sign on behalf of the board.

Moved by: Harding Seconded by: McPeek

Discussion: None

Motion carried unanimously.

VII. Coordinators Report

- A. Subcommittee meetings and work on assignments** – Rechtenbaugh reminded the subcommittees of the topics assigned to them for study and report back to the board. A list of the assignments will be emailed to board members after the meeting. Rechtenbaugh will try to attend any subcommittee meetings scheduled.

Administrative Subcommittee

- Update on the additional FTE research
- Master Plan Goal 8

Operations Subcommittee

- Master Plan Goals 2 and 4
- PSAP efficiency

Technical Subcommittee

- Master Plan Goals 3, 5, 6, 7
- Code Red – can send summary of mass communication survey to committee.

Legislative Subcommittee

- Master Plan Goal 1

Funding Subcommittee

- Issue of counties holding 911 reserve fund balances that cannot be spent
- Issues with SDCL 34-45-8.4
- Cities/Counties contracting for 911 service with an out of state PSAP

Rechtenbaugh will send the assignment list to the board as a reminder and will incorporate the assignments under the subcommittee reports agenda item on future agendas.

VIII. Subcommittee Reports:

- A. Administrative Subcommittee** – Rufledt, Serr and Price. Serr – did receive sample job description from Kimball and a sample from North Dakota. Kimball will be meeting today and provide follow up information on what they can provide.
- B. Operations Subcommittee** – Haines no report.
- C. Technical Subcommittee** - Carmon and Serr. No report.
- D. Legislative Subcommittee** – Carmon. No report. Brown County is working with legislators on modifying legislation related to the problem with mass communication calls that tie up 911 trunk lines. Jaeger mentioned that Jan 15th SDACC has luncheon in Pierre for legislators. If anything comes up from that related to 911 legislation, Jaeger will contact Rechtenbaugh.
- E. Funding Subcommittee** – Turbak no report.

IX. Other Business

Next meeting date will be Thursday, February 6, 2014 at the SD Municipal League in Fort Pierre at 10:00am central time. There are 6 rooms reserved at the AmericInn for board members needing a room for the night of Feb. 5th. Please let Rechtenbaugh know if you need a room.

X. Public Comment

There was no public comment.

XI. Adjourn

Motion to adjourn the meeting.

Moved by: Falken Seconded by: Serr

Discussion: None

Motion carried unanimously.

Meeting adjourned at 11:32am central time.